

## **CHIRP Inventory Management Module**

### Training Objectives:

- Overview of the purpose of CHIRP Inventory Management
- Review of the screens for adding inventory
- Review of the screens for administering a vaccination
- Review of the screens for inventory reconciliation

### Advantages of using the Inventory Management Module:

- If a vaccine is recalled you will be able to quickly identify all children who received the specific vaccine by lot number. Without use of the Inventory Management Module you would have to go through each paper chart to identify who received the recalled lots.
- CHIRP helps you reduce wastage by suggesting the lot number with the closest expiration date.
- CHIRP stores complete shot record information for administered shots that includes manufacturer, lot, vaccinator, method, site, route, and VIS dates.
- Vaccine inventory can be managed through CHIRP. This will allow you to track how much vaccine you use in a given month or year assisting you in ordering replacement vaccine.
- If you use the CHIRP Inventory Management Module you no longer have to complete VFC Tally Sheets.



888-227-4439

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Version: 4.4.0.4

Logged in: PENNY LEWIS

Date: September 19, 2008

**Lot Number Maintenance**

**Search/Add Lot Number - Search Required Before Adding**

<input checked="" type="checkbox"/> Vaccine	DTaP
<input type="checkbox"/> Manufacturer	--select--
<input type="checkbox"/> Lot Number	
<input type="checkbox"/> Facility:	--select--
Inactive	Active
Inactive Reason	--select--
Sort By:	Expiration Date

Search

**Search Results**

Select	Facility	Manufacturer	Lot Number	Vaccine	Pub Supp	Exp. Date	Inactive
-->	ISDH TEST FACILITY	ABBOT	TEST123	DTaP	Y	12/31/2007	
-->	ISDH TEST FACILITY	ABBOT	123RIRIR	DTaP		12/31/2009	

Add

Lot Number Maintenance:

CHIRP requires you to search for each vaccine first before adding a new vaccine. This is done to keep duplicates to a minimum. No fields are required for the search, but the list can be extensive if you have several vaccines in the inventory.

FIELDS:

Vaccine:	This is a drop down box. Select the vaccine you are adding.
Manufacturer:	This is a drop down box. If you wish, select the manufacturer.
Lot Number:	This is a text box. If you wish fill-in, but it is not recommended.
Facility:	You may or may not be able to select this field depending on your level of access.
Inactive:	You will want to search both active and inactive if you are adding a vaccine lot as the lot you want to add could have been marked inactive.
Inactive Reason:	Typically this field is left as "select"
Sort by:	If you are adding a new lot it is easiest to sort by "lot number"

NOTES:

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on the right side, suggesting it's resting on a surface.

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Logged in: PENNY LEWIS

Date: September 19, 2008

Lot Number Maintenance [Add]

Vaccine

DTaP

Manufacturer:

--select--

Lot Number:

Facility:

--select--

Expiration Date:

Publicly Supplied:

☒ Yes ☐ No (Local Purchase)

Inactive:

☐

Cancel

Add

### Lot Number Maintenance [Add]:

Once you have decided to add a new vaccine lot to your inventory this screen appears.

### FIELDS:

- Vaccine: Pre-selected based on the previous screen.
- Manufacturer: This is a drop down box. This is a required field.
- Lot Number: This is a text box. This is a required field. Always start with the lot number. You can add a "-xxxx" after the lot number if you need to identify it in some other means. By putting the lot number first it will always sort and group like lot numbers.
- Facility: You may or may not be able to select this field depending on your level of access. If you have multiple facilities, you will want to select the appropriate facility.
- Expiration Date: Enter the date the vaccine expires (mm/dd/yyyy). This is a required field a vaccine lot as the lot you want to add could have been marked inactive.
- Publicly Supplied: If you received the vaccine from Vaccine for Children or through State Funded Vaccine – then mark "Yes." All other vaccine should be marked "No."
- Inactive: Leave unchecked.

### NOTES:

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Version: 4.4.0.4

Logged in: PENNY LEWIS

Date: September 19, 2008

**Add (+) To Total Doses**

<b>Reason for Change:</b>	Received from VFC program
<b>Date of Transaction:</b>	09/19/2008
<b>Number of Doses Added:</b>	125
VFC PIN of other party (if applicable):	P00001
Publicly Supplied:	Y

Submit

Cancel

To change number of doses, enter your dose information above. Complete as many of the fields as possible. Required fields are indicated by **red** text.

Add (+) To Total Doses:

Once you add the lot information you must enter the doses available information.

FIELDS:

Reasons for Change: Select appropriate response from drop-down.

Date of Transaction:      Enter date (mm/dd/yyyy).

Number of Doses Added: Enter number of doses received.

VFC PIN of other party: Only enter this number if this is a transfer of vaccine in from another VFC provider.

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Logged in: PENNY LEWIS

Date: September 19, 2008

Patient			
Name:	THOM TEST532	SIIS Patient ID:	3409783
Date of Birth:	01/01/2000	Age:	8 yrs
Guardian:	PENNY LEWIS	Status:	Active

Vaccination Detail Add	
<b>Vaccine 1:</b>	DTaP
<b>Date Administered:</b>	09/19/2008
<b>Historical:</b>	<input type="radio"/> YES <input checked="" type="radio"/> NO
<b>Manufacturer:</b>	SANOFI PASTEUR <a href="#">Click to select</a>
<b>Lot Number:</b>	123DTAPTEST
<b>Lot Facility:</b>	ISDH TEST FACILITY
<b>Publicly Supplied:</b>	Y
<b>Vaccinator:</b>	BUNNY, BUGS
<b>Facility:</b>	ISDH TEST FACILITY
<b>Anatomical Site:</b>	Left Arm
<b>Anatomical Route:</b>	Intramuscular
<b>VFC Status:</b>	Uninsured
<b>*VFC Status* will be ignored if lot number is not VFC eligible.</b>	
<b>District/Region:</b>	
<b>VIS Publications Dates:</b>	1. 07/30/2001 2. 3. 4.
<b>Date VIS Form Given:</b>	09/19/2008
<b>Comments:</b>	

Cancel Save



### Vaccination Detail Add:

Once you have added lot information you can then use the lot information to administer vaccines to patients from CHIRP. To get to this screen you would first select a patient, then go to the patient vaccination view/add screen, enter the date for the appropriate vaccine, and click ADMINISTER. You will then be asked about patient VFC eligibility. Once you answer VFC eligibility then this screen appears.

### FIELDS:

Date Administered:	Date the vaccine is/was given.
Historical:	Default is NO. Typically an administered vaccine is not historical even if the date is in the past. Just change the date to reflect the date administered.
Manufacturer:	Click on the "Click to Select" and choose the Manufacturer from the drop down list.
Lot Number:	Lot Number, Lot Facility, and Publicly Supplied will automatically populate with the vaccine information for the Lot that expires soonest. You can overwrite the Lot Number if you choose, but you are encouraged to reduce wastage by using the Lot that CHIRP suggests.
Vaccinator:	Select from drop down list.
Facility:	If not pre-filled, select from drop down list.
Anatomical Site:	Select from drop down list.
Anatomical Route:	Select from drop down list.
VFC Status:	Pre-filled from previous screen.
District/Region:	NOT USED
VIS Publications Dates:	May be pre-filled from your personal settings.



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Logged in: PENNY LEWIS

Date: September 19, 2008

**Lot Number Summary**

☐ Include Inactive Lot Numbers ☐ Include Expired Lots

**Limit Report By**

☐ Report Date From:  To:

☐ Expiration Date From:  To:

☒ Facility ISDH TEST FACILITY

☐ Facility Group ISDH TEST FACILITY

☒ Manufacturer SANOFI PASTEUR-PMC

☒ Vaccine Name DTaP

☐ Publicly Supplied Only

**Display By**

☒ Subtotal by Vaccine

☐ Aggregate by IRMS/Facility

**Order By**

☐ Manufacturer

☐ Expiration Date

☐ Lot Number

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## Lot Number Summary

Report Criteria:

Report Date: September 19, 2008

IRMS:	99 - ISDH TEST IRMS		
Facility:	ISDH TEST FACILITY		
VFC PIN:			
Vaccine Name:	DTaP	Include Inactive Lots:	No
Manufacturer:	SANOFI PASTEUR-PMC	Include Expired Lots:	No
Expiration Date Range:	All	Publicly Supplied Only:	No
Report Date Range:	All	Sort Order:	

Lot Number	Vaccine Name	Manufacturer	Expires	Publicly Supplied	Doses Available	Doses Used	Doses Wasted	Doses Total	Inactive
123DTAPTEST	DTaP	SANOFI PASTEUR	10/31/2012	Y	124	1	0	125	
Total for DTaP					124	1	0	125	

Lot Number Summary:

None of these fields are required.

PARAMETERS:

Include Inactive Lot Numbers:	Check if you wish to include.
Include Expired Lots:	Check if you wish to include.
Report Date:	These are the dates for administered vaccines.
Expiration Date:	These are the dates for vaccine expiration.
Facility/Facility Group:	These may be pre-selected for you. If not use drop-down.
Manufacturer:	Drop-down to select.
Vaccine Name:	Drop-down to select.
Publicly Supplied Only:	Check if you wish to exclude private vaccine.
Subtotal by Vaccine:	Check if you only need sub-totals.
Aggregate by IRMS/Facility:	Check if you do not want each facility reported separately.
Order By:	Select the method you wish to have the list returned: Manufacturer; Expiration Date; Lot Number

NOTES:

[illegible]



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Reconcile Inventory						
Vaccine	Lot Number	Quantity on Hand	Physical Inventory	Adjustment (+/-)	Reason	Inactive
DTaP	123DTAPTEST	124			--No Reason Required--	<input type="checkbox"/>
DTaP	123RIRIR	100			--No Reason Required--	<input type="checkbox"/>
DTaP	TEST123	99			--No Reason Required--	<input type="checkbox"/>
DTaP/Hep B/IPV	1234ADSF	192			--No Reason Required--	<input type="checkbox"/>
DTaP/Hep B/IPV	345A1	50			--No Reason Required--	<input type="checkbox"/>
DTaP/Hib	J123456	52			--No Reason Required--	<input type="checkbox"/>
DTaP/Hib/IPV	1234A	50			--No Reason Required--	<input type="checkbox"/>
DTaP/Hib/IPV	123A9	20			--No Reason Required--	<input type="checkbox"/>
Hep A 2 dose - Adult	888	9			--No Reason Required--	<input type="checkbox"/>
Hep B 2 dose - Adol/Adult	5643R	10			--No Reason Required--	<input type="checkbox"/>
Hep B Ped/Adol - Preserv Free	8945A	2			--No Reason Required--	<input type="checkbox"/>
Hepatitis B--adult	90G1234H	100			--No Reason Required--	<input type="checkbox"/>
IPV	4654654	97			--No Reason Required--	<input type="checkbox"/>
Influenza Nasal Spray	500089D	200			--No Reason Required--	<input type="checkbox"/>
Influenza split, 6-35 mos.	89B1234C	100			--No Reason Required--	<input type="checkbox"/>
MMR	12B3456A	96			--No Reason Required--	<input type="checkbox"/>
MMR	TEST1234	48			--No Reason Required--	<input type="checkbox"/>
Meningococcal (MPSV4)	1234ABC	999			--No Reason Required--	<input type="checkbox"/>
Pneumococcal (PCV7)	0452M	94			--No Reason Required--	<input type="checkbox"/>
Pneumococcal (PPV23)	123 AB	0			--No Reason Required--	<input type="checkbox"/>
Td (Adult)	4456	98			--No Reason Required--	<input type="checkbox"/>
Td (Adult)	TD-477795	6			--No Reason Required--	<input type="checkbox"/>
Tdap	456TDAP	10			--No Reason Required--	<input type="checkbox"/>
Tdap	546TDAP	10			--No Reason Required--	<input type="checkbox"/>
Varicella	987654	30			--No Reason Required--	<input type="checkbox"/>
Yellow Fever	U10446AA	49			--No Reason Required--	<input type="checkbox"/>

Cancel

Save

### Reconcile Inventory:

This screen allows you to adjust all lots in your inventory.

COLUMN:

Physical Inventory:	Actual current count of each lot in your inventory.
Adjustment (+/-):	Automatically calculated for you.
Reason:	If there was a change in your inventory, please select from the drop down the appropriate reason
Inactive:	Check if this lot is now inactive (out of doses or expired)

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Version: 4.4.0.4

Logged in: PENNY LEWIS

Date: September 19, 2008

#### Daily Patient Immunization List

##### Limit Report By

**Shots Given on this Date:**

09/19/2008

☒ Facility

ISDH TEST FACILITY

☐ Facility Group

ISDH TEST FACILITY

☐ School

[Click to select](#)

☒ Do Not Limit

--select--

☐ Vaccinator

☐ Hide Dose Number

(Hint: Utilize this checkbox if report performance is slow.)

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Reset

Create Report

### Daily Patient Immunization List

Report Criteria

Report Date: September 19, 2008

IRMS: 99 - ISDH TEST IRMS  
Facility: ISDH TEST FACILITY  
VFC PIN: None  
Shots Given on this Date: 09/19/2008  
Vaccinator: All  
School: All  
Hide Dose Number: No

Patient Name	Birth Date	Vaccine	Dose	Facility	Vaccinator	School
TEST532, THOM	01/01/2000	DTaP	5	ISDH TEST FACILITY	BUNNY, BUGS	ISDH TEST SCHOOL

Total Number of Vaccines: 1

Total Number of Patients: 1

Daily Patient Immunization List:

This report will show all the patients who received administered vaccinations on a specific day.

COLUMN:

Shorts Given on Date: The date you want to view (mm/dd/yyyy).

Facility: This typically is already selected. If not, use the drop down.

Vaccinator: If you wish to only see shots given by a specific vaccinator select from the drop-down list.

Hide Dose Number: ☐ Check this if you do not want to see what dose number was given.

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